

Housing Authority of the City of Laredo
Regular Board of Commissioners Meeting
<https://us05web.zoom.us/j/10Sq1vF1k>
Call in Number: 1-346-248-7799
Webinar Meeting ID: 892 5854 4909
LHA Board Room
2000 San Francisco Avenue
Laredo, Texas 78040
Wednesday, May 21, 2025
9:00 A.M.

Board of Commissioners

Cynthia Mares, Board Chair
Silvia Madrid, Vice-Chair
Joe E. Aranda, Commissioner

Leo Flores, Commissioner
Myrna Flores, Resident Commissioner

The Board of Commissioners will convene for a Board meeting to discuss the following matters.

A-25-R-3

Minutes

May 21, 2025

1. CALL TO ORDER

Ms. Cynthia Mares, Board Chair, called the meeting to order at 9:00 a.m.

2. INVOCATION PRAYER

Ms. Cynthia Mares, Board Chair, Led Invocation Prayer.

3. PLEDGE OF ALLEGIANCE

Mr. Joe E. Aranda, Commissioner, Stated Pledge of Allegiance.

4. ROLL CALL AND DECLARATION OF QUORUM

Ms. Jennifer Barrientos proceeded with the roll call, and Ms. Cynthia Mares, Board Chair, declared a quorum.

Commissioners Present

Cynthia Mares, Board Chair
Silvia Madrid, Vice-Chair
Joe E. Aranda, Commissioner
Leo Flores, Commissioner
Myrna P. Flores, Resident Commissioner

Staff Present

Jennifer Barrientos, Executive Director
Gustavo Rojo-Buendia, Assistant Executive Director
Orlando Guerrero, Director of Finance
Bulmaro Cruz, Director of Construction
Robert Pena, Director of IT
Raquel Aguilar, Director of Housing Management
Melissa Ortiz, Director of HCV Programs
Christina Ramos, Human Resource Manager
Alejandro Jimenez, Assistant Director of IT

5. CITIZENS COMMENTS

This is the opportunity for visitors and guests to address the Board of Commissioners on any issue. The Board may not discuss any presented issue, nor may any action be taken on any issues at the time. There will be a 3-minute limitation per speaker. (Texas Attorney General Opinion-JC-0169)

No citizens comments.

6. PRESENTATION BY RESIDENT ADVISORY BOARD

7. APPROVAL OF MINUTES

A. Approval of Minutes for the Board of Commissioners meeting on March 26, 2025.

Mr Joe E. Aranda, Commissioner, moved to approve Minutes for the Board of Commissioners meeting on March 26, 2025. Mrs. Sylvia Madrid, Vice Chair, seconded the motion; motion carried.

8. STANDING REPORTS AND PRESENTATIONS (No Action to be taken on these items)

Executive Director's Report to include the status of grant programs and ongoing construction projects.

Programs	Construction Projects	Grants
Public Housing Program	Carlos Richter BiblioTech	City of Laredo HOME-ARP Grant (Permanent Supportive Housing)
Casa Verde & Riverbank Apartments	Colonia Guadalupe Community Center (Building B)	Rapid Rehousing Grant
Housing Choice Voucher Program		
Emergency Housing Vouchers Program		
Stability Vouchers Program		

Ms. Jennifer Barrientos, Executive Director, presented the Executive Directors Report. Discussion took place.

9. EXECUTIVE SESSION

- A. Deliberations regarding the acquisition and value of real property legally described as all of Blocks 34 and 35 of the Laredo Airport Subdivision Laredo, Webb County, Texas, for the purpose of constructing a future housing development pursuant to Texas Government Code, Section 551.071/551.072 (deliberations with legal counsel and deliberations regarding acquisition and or value of real property).

- B. Deliberations regarding the appointment or employment of personnel and matters incident and related thereto pursuant to Texas Government Code Section 551.074.

Mr. Joe E. Aranda, Commissioner, moved to go into Executive Session. Mr. Leo Flores, Commissioner seconded the motion; motion carried.

Board of Commissioners entered Executive Session at 9:23 a.m.

10. OPEN SESSIONS

Board of Commissioners returned from Executive Session at 10:33 a.m.

- A. Discussion, consideration, and possible action to authorize the Executive Director to negotiate and execute a letter of intent regarding the acquisition of real estate property legally described as all of Blocks 34 and 35 of the Laredo Airport Subdivision Laredo, Webb County, Texas, from Japage Partnership, Houston, Texas, subject to legal review, for the purpose of a future housing development, and matters related thereto.

Mr. Leo Flores, Commissioner, moved to approve Item 10A as written to give the Executive Director continue negotiating for the purchase of that property subject to the discussions we had in Executive Session. Mr. Joe E. Aranda, Commissioner, seconded the motion; motion carried.

- B. Discussion and possible action to approve the appointment of personnel as recommended by the Executive Director and matters related and incident thereto.

Ms. Cynthia Mares, Board Chair, stated that at the time there was no action needed on Item 10B.

Executive Session—Pursuant to Chapter 551, Subchapter D Texas Government Code at any time during the meeting of the Board of Commissioners for the Housing Authority of the City of Laredo, the Board may meet in executive session for consultation concerning attorney-client matters (real estate, litigation, contracts, personnel, and security) pursuant to Chapter 551 of the Texas Government Code:

- A. **Section 551.071. Consultation with Attorney—Consultation with, and advice from legal counsel concerning pending/contemplated litigation, settlement offers and negotiations, ongoing disputes and potential disputes, and other legal issues.**
- B. **Section 551.072. Deliberation Regarding Real Property—Discussion of real property purchase, exchange, lease, license, gift, donation, and/or negotiated settlement, including property to be acquired for right-of-way.**
- C. **Section 551.074. Personnel Matters—Deliberation concerning the appointment, employment, reassignment, evaluation, duties, discipline, and/or dismissal of personnel.**

11. CONSENT AGENDA

All of the following items may be acted upon by one motion. No separate discussion or action on any of the items is necessary unless desired by a commissioner.

- A.** Consideration to authorize the Executive Director to extend the contract with Slay Architecture for an additional year, as allowable by Contract No. 2022-0516-1, Architectural & Engineering Services, effective May 16, 2025 through May 15, 2026. This represents the fourth year of the contract maximum of five years.
- B.** Consideration to authorize the Executive Director to extend the contract with Architects Plus, Inc. for an additional year, as allowable by Contract No. 2022-0516-2, Architectural & Engineering Services, effective May 16, 2025 through May 15, 2026. This represents the fourth year of the contract maximum of five years.
- C.** Consideration to authorize the Executive Director to extend the contract with Able City for an additional year, as allowable by Contract No. 2022-0516-3, Architectural & Engineering Services, effective May 16, 2025 through May 15, 2026. This represents the fourth year of the contract maximum of five years.
- D.** Consideration to authorize the Executive Director to extend the contract with Redline Architecture for an additional year, as allowable by Contract No. 2022-0516-4, Architectural & Engineering Services, effective May 16, 2025 through May 15, 2026. This represents the fourth year of the contract maximum of five years.
- E.** Consideration to authorize the Executive Director to extend the contract with Trinity MEP Engineering LLC for an additional year, as allowable by Contract No. 2022-0613-1, Engineering Consultant Services, effective June 13, 2025 through June 12, 2026. This represents the fourth year of the contract maximum of five years.
- F.** Consideration to authorize the Executive Director to extend the contract with Bronze Builders LLC for an additional year, as allowable by Contract No. 2022-0131-2, Project Management Services, effective June 28, 2025 through June 27, 2026. This represents the fourth year of the contract maximum of five years.
- G.** Consideration to authorize the Executive Director to extend the contract with Antonio Murillo for an additional year, as allowable by Contract No. 2023-0731-1, HQS Housing Inspection Services, effective July 31, 2025 through July 30, 2026. This represents the third year of the contract maximum of five years.
- H.** Consideration to approve the writing-off of non-collectable amounts for vacated units in Public Housing, Russell Terrace, Meadow Elderly, Aldo Tatangelo, and Los Balcones Apartments from October 1, 2024 through March 31, 2025, as recommended by staff.
- I.** Consideration regarding Resolution No. 25-R-05 ratifying the approval of the approved updated Financial Policies effective April 1, 2025.
- J.** Consideration to approve the certification of the Section 8 Management Assessment Program (SEMAP) for the Fiscal Year ending March 31, 2025, as recommended by staff, and authorize the Executive Director to submit the SEMAP Submission Certification to the U.S. Department of Housing & Urban Development (HUD) and adopt Resolution No. 25-R-06.

- K. Consideration to approve the updated Ethics, Code of Conduct, Conflict of Interest & Nepotism Policy and adopt Resolution No. 25-R-07.

Mr. Leo Flores, Commissioner, moved to approve Consent Agenda Items 11A through 11K. Ms. Cynthia Mares, Board Chair, stated that these items were reviewed and discussed by the Housing Authority's Finance Committee, of which Mr. Flores and Mr. Aranda are part of. Mrs. Sylvia Madrid, Vice Chair, seconded the motion; motion carried.

12. ACTION ITEMS

- A. Consideration and possible action regarding the renewal of Employee Health Insurance with Blue Cross Blue Shield Health Insurance, effective June 1, 2025 through May 31, 2026.

Mr. Joe E. Aranda, Commissioner, moved to approve the proposal that was submitted for the renewal of the Employee Health Insurance with Blue Cross Blue Shield Health Insurance, effective June 1, 2025 through May 31, 2026. Mr. Aranda stated that there was an opportunity to review this at the Finance Committee and with the Executive Director. Mr. Leo Flores, Commissioner, seconded the motion; motion carried.

- B. Consideration and possible action regarding the renewal of the Commercial Property Insurance with HAI Group for the Laredo Housing Facilities Corporation effective June 27, 2025 through June 26, 2026.

Mr. Leo Flores, Commissioner, moved to approve the renewal of the Commercial Property Insurance with HAI Group for the Laredo Housing Facilities Corporation effective June 27, 2025 through June 26, 2026. Ms. Sylvia Madrid, Vice Chair, seconded the motion; motion carried.

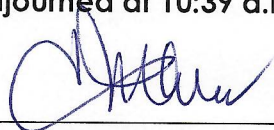
- C. Consideration and possible action to authorizing the Executive Director to reassign current BiblioTech Technicians and Resident Services Coordinators to temporary full-time employees for the summer months and matters related or incident thereto.

Mr. Gustavo Rojo-Buendia, Assistant Executive Director, presented. Discussion took place. Mr. Leo Flores, Commissioner moved to authorize the Executive Director to reassign current BiblioTech Technicians and Resident Services Coordinators to temporary full-time employees for the summer months and matters related or incident thereto. Mr. Joe E. Aranda, seconded the motion; motion carried.

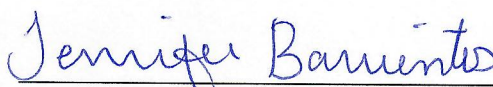
13. ADJOURNMENT

Mr. Joe E. Aranda, Commissioner, moved to adjourn the meeting. Mr. Leo Flores, Commissioner, seconded the motion; motion carried.

Meeting adjourned at 10:39 a.m.



Cynthia Mares, Board Chair



Jennifer Barrientos, Executive Director